

FOOTHILL TRANSIT

MINUTES

The regular meeting of the Foothill Transit Executive Board was held on Friday, August 27, 2010, at the Foothill Transit Conference Room, 100 South Vincent Avenue, 2nd Floor, West Covina.

Chairman Chandler called the meeting to order at 8:01 a.m. The following members were present, constituting a quorum of the Executive Board:

Roger Chandler, Chairman
Carol Herrera, Vice Chair
Peggy Delach
Paula Lantz
Pat Wallach

Pledge of Allegiance

Kevin McDonald, Deputy Executive Director, led the Pledge of Allegiance.

APPROVAL OF MINUTES FOR THE REGULAR MEETING OF JULY 30, 2010

The minutes for the regular meeting of July 30, 2010, were approved as submitted.

Motion: Vice Chair Herrera, seconded by Member Delach

Vote: Unanimously carried

[\(See Supporting Document\)](#)

PRESENTATIONS:

5.1. Contractors' Employee Recognition

Wayne Fritz, General Manager, MV Transportation, recognized Chris Chen, MV Transportation Operator of the Month, the recipient of several perfect ride checks.

Peter Greenberg, General Manager, First Transit, recognized Rodolfo Valenzuela, First Transit Operator of the Month, who has been with First Transit for six years, and has scored a perfect accident record.

Doran Barnes, Executive Director, Foothill Transit, recognized Sharlane Bailey, Veolia Transportation Employee of the Month. Sharlane has provided exemplary service as Project Manager playing a key role in the recent window replacement and elevator improvement to the Foothill Transit executive office building.

5.2. Telling Our Story

This item was deferred to the September 24, 2010, meeting.

PUBLIC COMMENT

There was none.

CONSENT CALENDAR:

The Executive Board adopted the Consent Calendar items 7-12, and pulled agenda item 13 for further discussion.

Motion: Vice Chair Herrera, seconded by Member Wallach

Vote: Unanimously carried

[\(See Supporting Documents\)](#)

ITEM 13 – REQUEST TO ISSUE RFP – REAL ESTATE CONSULTING SERVICES

Kevin McDonald, Deputy Executive Director, reported that approximately 50 percent of Foothill Transit's readership is derived from the commuter express service that transports customers from locations in the San Gabriel and Pomona Valleys to the downtown Los Angeles business district. This service profile consumes a significant amount of fuel and results in a high mileage accumulation on the agency's commuter fleet.

A Foothill Transit midday layover facility in or near downtown Los Angeles will reduce the fleet's fuel consumption and extend the life of the commuter express bus fleet. While there are no funds currently earmarked for land purchase, this item would allow for land exploration and hiring a real estate consultant to explore the availability for a lot dedicated for this purpose.

If suitable properties are available, the decision to amend the current year budget to include property acquisition and development for this purpose would be presented to the Governing Board, whom, upon approval, would authorize the issuance of a Request for Proposal (RFP) to hire a real estate consultant. With an RFP response time of several weeks and the selected real estate consultant scouting for locations in a 6 to 8 week time frame, a location could be selected by February 2011.

The Executive Board authorized the Executive Director to issue Request for Proposal (RFP) No. 11-012 for a real estate consultant to locate property in downtown Los Angeles and manage property acquisition activities for the property to be used as a midday bus layover facility.

Motion: Member Delach, seconded by Vice Chair Herrera

Vote: Unanimously carried

[\(See Supporting Documents\)](#)

REGULAR AGENDA:

TRANSIT ACCESS PASS (TAP) CRITICAL ITEMS UPDATE

Richard Hasenohrl, Director of Finance, gave a monthly status report on critical issues concerning the Transit Access Pass (TAP), this being the third report.

1. **Equipment/Maintenance/Reports:** Two out of three items are closed; the Hummingbird Interface item remains open and awaits further information from Metro regarding modifications needed to improve the functionality of Hummingbird reports.
2. **System Modifications:** One out of three items is closed; Metro believes another item (Agency Separation) is closed; however, it remains open because Foothill Transit has to pay Cubic Transportation a cost of \$150,000 for a solution in separating each contractor's data. The Handheld Validators (HHV) item remains open due to Foothill Transit awaiting receipt of several Mobile Phone Validators (MPV) from Metro.
3. **Regional Business Rules:** All three items remain open. Last month the Los Angeles County Municipal Operators Agency (LACMOA) reviewed the Regional Business Rules. Their comments were forwarded to Metro for the preparation of a red-lined document, which was sent to the Regional TAP Enabled Users Group, and will be reviewed at their meeting in early September 2010.

The other two items that remain open include Regional Software Configuration Changes and Regional Transfer Issuance and Acceptance, which require Regional Business Rule modifications.

4. **Fare Media:** The sole item in this category remains open. A process and procedure from Metro is needed to issue Proof of Payment (POP) receipts.

Paula Faust, LA Metro, reported that Metro has added a few farebox enhancements that will expedite boardings. One enhancement includes better farebox readings on card passbacks.

The Executive Board received and filed the Transit Access Pass (TAP) critical items update.

Motion: Vice Chair Herrera, seconded by Member Lantz
Vote: Unanimously carried
[\(See Supporting Documents\)](#)

FOOTHILL TRANSIT ECOLINER UPDATE

Lauren Cochran, Senior Operations Analyst, reported the following:

- Construction has been under way on the Ecoliner charging station at the Pomona Transit Center (PTC), and will be closed to all vehicular traffic from September 27 through October 4, 2010.
- As part of initial validation testing, Southern California Edison (SCE) is preparing to instrument the EV 60 “shop” charger with data loggers and sensors to evaluate the charge profile. The SCE team will gather a variety of data on the charger including temperature, voltage, cooling system performance, and service demands on the grid.
- With the recent delivery of Ecoliner #2003, all three Ecoliners are now present at the Pomona Transit Center.

Mike Finnern, Project Director, Proterra, reported that the fast charge on the Ecoliner takes ten minutes at 500 kilowatts. The chargers will be moved to the PTC for testing, driver training and route service. The chargers will not be at the September 3, 2010, event, but there will be a docking demonstration.

Linda Somilleda, Director of Marketing & Communications, reported the following:

- 600 invitations to the September 3, 2010, Ecoliner launch have been sent to stakeholders, transportation heads and elected officials
- Elliott Rothman, Mayor of Pomona, will welcome everyone at the event. Also speaking will be Congresswoman Napolitano, Congressman Dryer, and Congressman John Mica, who is a ranking member of the House Transportation & Infrastructure Committee.
- A video of the Ecoliner will follow prior to the presentation of the buses, and bus rides on the Ecoliner will be provided.

The Executive Board received and filed the Foothill Transit Ecoliner update.

Motion: Member Delach, seconded by Vice Chair Herrera

Vote: Unanimously carried

[\(See Supporting Document\)](#)

LEASE AGREEMENT – ELECTRIC BUS CHARGING STATION AND ASSOCIATED EQUIPMENT AT POMONA TRANSIT CENTER

Roland Cordero, Director of Facilities, reported that at a meeting held on August 2009, Pomona City Manager Linda Lowry approved Foothill Transit's request to locate the

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Ecoliner charging station at the PTC.

Since the ARRA-funded station will be built on property owned by the City of Pomona, the Federal Transit Administration requires a lease agreement to exist between the City of Pomona and Foothill Transit for use of the PTC.

The lease agreement allows Foothill Transit to construct, operate and maintain an Electric Bus Charging Station and related electrical equipment and the PTC, and agrees to use it solely as an Electric Bus Charging Station. The lease term is for 25 years beginning on the date that Foothill Transit's Electric Bus Charging Station becomes operational. In consideration of the improvements being made to the PTC, the City of Pomona agrees that Foothill Transit will not be responsible to pay rent to the City for the use and occupancy of the PTC.

The Executive Board authorized the Executive Director to execute a lease agreement between the City of Pomona and Foothill Transit regarding the Electric Bus Charging Station and associated equipment at Pomona Transit Center (PTC).

Motion: Vice Chair Herrera, seconded by Member Delach

Vote: Unanimously carried

[\(See Supporting Documents\)](#)

OVER-THE-ROAD COACH SURVEY RESULTS

Viviana Romo, Operations Administrative Assistant, reported the following:

- During the month of June 2010, First Transit operated a 45-foot over-the-road coach supplied by Motor Coach Industries (MCI), which is similar to those supplied by Greyhound or other transit agencies. These buses, if deployed, will be available with a CNG option within the next few years.
- A survey was conducted regarding the bus and its service. Altogether, a total of 856 responses were received, consisting of the following:
 1. 735 (86%) would like to see the bus become a permanent part of the Foothill Transit fleet;
 2. 41 (5%) stated they would not, and;
 3. 80 (9%) did not provide a response.
- As far as rating the smoothness of the ride, ease of boarding, and seat comfort, the survey results were:
 1. 298 (41%) felt the bus ride was smooth;
 2. 227 (31%) said boarding was easy, and;
 3. 324 (44%) stated the seats were comfortable.
- Most customers noted they were very happy with special features offered by the coach such as tables for laptops, individual temperature controls and lighting, and electrical outlets, to name a few.

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- Some customers were concerned that the bus has no back door; the aisle and seats are too narrow, windows that do not open, and the rise in costs for the coach.
- While there were no comments specifically related to ease of wheelchair boarding, the process of loading and unloading wheelchairs onto the over-the-road coaches are more time consuming.
- Most customers surveyed enjoyed their experience on the bus and would like to see it added to the Foothill Transit fleet.

The Executive Board received and filed the report on Foothill Transit's over-the-road coach survey results.

Motion: Member Delach, seconded by Member Wallach
Vote: Unanimously carried
[\(See Supporting Documents\)](#)

EXECUTIVE DIRECTOR COMMENT

Mr. Barnes reported the following:

- The Executive Board calendar is being adjusted for the remainder of the year; the regularly scheduled Executive Board meeting in October is cancelled, and will be replaced by a November 12, 2010, special meeting. The December regular Executive Board meeting will be held in mid-month rather than on the customary last Friday.
- Mr. Barnes was nominated to serve for the third year on the American Public Transit Association (APTA) Executive Committee. The election will be held at the APTA meeting in San Antonio, Texas in October 2010.
- Mr. Barnes will continue to serve as Chair of the Access Services Committee.
- A huge press coverage is anticipated for the Ecoliner, and Capitol Hill has shown tremendous interest in the new coaches.
- RSVPs for the Ecoliner unveiling scheduled for Friday, September 3, 2010, are appreciated as soon as possible.

Kevin McDonald added that the iPass program provided for Pasadena City College will begin on Monday, August 30, 2010.

BOARD MEMBER COMMENT

There was none.

CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Existing Litigation, Government Code § 54956.9 (a)
Name of Case: Watry Design, Inc. v. Foothill Transit
Los Angeles County Superior Court, Central District, Case No. BC415976

The Executive Board recessed at 8:47 a.m. to Closed Session.

The Executive Board reconvened at 9:19 a.m. from Closed Session.

Darold Pieper, General Counsel, announced that no reportable action was taken in Closed Session.

ADJOURNMENT

There being no further business, the Executive Board adjourned at 9:21 a.m.

Staff and guests present:

Doran Barnes, Executive Director
Kevin McDonald, Deputy Executive Director
Darold Pieper, General Counsel
Dietter Aragon, Planning Manager
David Reyno, Director of Government Relations
Gary Nehls, Director of Procurement
Richard Hasenohrl, Director of Finance
Roland Cordero, Director of Facilities
Lauren Cochran, Senior Operations Analyst
Viviana Romo, Operations Assistant
Peter Greenberg, General Manager
Wayne Fritz, General Manager
George Karbowski, Director of Operations & Maintenance
Linda Somilleda, Director of Marketing & Communication
Matt Raymond, LA Metro
Paula Faust, LA Metro
Joshua Goldman, Director of Business Development, Proterra
Mike Finnern, Project Director, Proterra
Martha Arana, Commission Services